

Town of Rowe
Board of Selectmen – Minutes
Wednesday, April 18, 2018 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Morse at 6:30 p.m.

Present: Chair Jennifer Morse, Member Sokol, and Executive Secretary Janice Boudreau
Vice-Chair Dennis May was absent from the meeting.
Park Ranger Sean Loomis, Park Commission Chair Rich Hamilton, Ken Fensky, Susie Zavotka

OPEN MEETING

Announcement of recording devices & noteworthy information

OLD BUSINESS

1. Mill Pond Dam meeting with Park Ranger & Park Commission - 6:30 p.m.: Park Commission Chair Rich Hamilton spoke about the maintenance of the town dams since they were on park land. Park Ranger Sean Loomis explained the idea of having a chain of command. Maintenance and emergency situations were discussed. It was decided that the Keepers of the Dam and the Park Ranger need to work together. It was agreed to have a regular maintenance schedule and get everyone together and work on a policy at the end of May.

Sean Loomis and Rich Hamilton left the meeting at 6:49.

2. MLP Update:
 - a. Davis Mine Poles/Trees Update: Member Sokol did not have a date for the work.
 - b. Ted Palmer Connection Point: It was decided to work with Mr. Palmer to run a wire to his property.
3. All Boards/Committees Meeting April 25 at Rowe School: Chair Morse said that she had invited all boards and committees to attend to discuss upcoming projects and plans. The meeting would open with the School Committee presentation about the changes with Mohawk Trail Regional School District (MTRSD) tuition agreement. It was agreed to do some town wide phone calls to invite citizens to attend.

NEW BUSINESS

1. Joint Meeting with Finance Committee to Finalize Budget/Warrant – 7 p.m.:
 - a. School Committee Chair presented the Tuition Agreement between the Mohawk Trail Regional School District (MTRSD) and Rowe with the change that was requested at a prior meeting.

Motion to Support Tuition Agreement: Following review and discussion, Member Sokol made a motion to voice support for the Tuition Agreement between the Mohawk Trail Regional School District (MTRSD) and the Town of Rowe and the documents to

accompany the Town Warrant materials mailed to voters. The motion, seconded by Chair Morse, was accepted. (2/0/1)

Susan Zavotka left the meeting at 7:06 p.m.

- b. Discussion re: County Road Lots: On County Road, Chair Morse reported that subdivided lots were for sale and discussed that were the lots sold it would cost a great deal to make the road safe for plowing. Further discussion and research would be required.
- c. Finance Committee recommended their member Loretta Dionne serve on the Insurance benefits study committee.
- d. There was discussion about increasing the custodial hours to a 20 hour position. It was agreed to do so.
- e. There was discussion about taking the Free Cash amount and adding it to Capital Stabilization. It was agreed to wait for the final amount to be confirmed.
- f. There was discussion about changing Town Bylaw to make the Tax Collector position be appointed rather than elected as recommended by auditors and Dept. of Revenue.

Motion to Add Article: Member Sokol made a motion to add an article to the Annual Town Meeting Warrant to change the Town Bylaw to make the Tax Collector position be appointed rather than elected. The motion, seconded by Chair Morse, was accepted. (2/0/1)

- g. Warrant Articles were reviewed by the Select Board.

Motion to Support Warrant Articles: Member Sokol made a motion to support Warrant Articles 3 through 37. The motion, seconded by Chair Morse, was accepted. (2/0/1)

The meeting continued with the Finance Committee who provided their recommendations for the Warrant Articles.

The Finance Committee and Ken Fensky left the meeting at 8:58 p.m.

- 2. Town Wide Calling System – Training Town Employees: Chair Morse discussed the need for additional employees be trained to be able to perform a town wide call. It was agreed that the Town Clerk, Town Nurse, Emergency Management Director and a Select Board member be trained.
- 3. Reimbursement Policy: Select Board Members reviewed a policy addition proposed by Town Accountant.

Motion to Add to the Reimbursement Policy: Member Sokol made a motion to add “other than the person requesting reimbursement” to the policy of at least 2 attending members of a committee or board sign the Bill Schedule, or minutes that reflect the approved expense amount should be provided with the bill for a member to obtain reimbursement. The motion, seconded by Chair Morse, was accepted. (2/0/1)

Executive Secretary raised the issue employees having to charge Town expenses on their own personal credit cards when credit was the only option then obtain reimbursement and posed problems. Chair Morse said in other towns she worked in a credit card handled by one person worked fine.

Motion to Obtain Credit Card: Member Sokol made a motion to have Town Treasurer obtain a credit card for town use when it was the only option available. The motion, seconded by Chair Morse, was accepted. (2/0/1)

4. Final Contract for Hydro Appraisals – Board of Assessors request & Warrant articles to enter into five year contract: The Board of Assessors provided a contract for review for George Sansoucy, P.E., LLC to provide revaluation, assessment and general consulting for the hydroelectric generating properties with the Towns of Rowe, Florida and Monroe.

Motion to Sign Contract: Chair Morse made a motion to sign the contract with George Sansoucy, P.E., LLC to provide revaluation, assessment and general consulting for the hydroelectric generating properties with the Towns of Rowe, Florida and Monroe. The motion, seconded by Member Sokol, was accepted. (2/0/1)

5. Old Home Day Fire Works Contract for Signature: Select Board Members reviewed the contract with Atlas PyroVision Entertainment Group, Inc. and the Town of Rowe – Old Home Day to provide fireworks display for Old Home Day on July 7, 2018.

Motion to Sign Contract: : Chair Morse made a motion to sign the contract with Atlas PyroVision Entertainment Group, Inc. and the Town of Rowe – Old Home Day. The motion, seconded by Member Sokol, was accepted. (2/0/1)

6. Non Substantive Bylaw Discussion – recommended by Town Counsel: Chair Morse explained the Non Substantive Bylaw recommended by Town Counsel which allowed Town Clerk to make revisions to the format of the bylaws such as sequencing or numbering which would not change the substance of the bylaws.
7. Set Meeting Date and Time - Town Hall Staff Meeting: Chair Morse said Sandy Daviau had requested a meeting of Town Hall Staff to discuss reorganization. Following discussion, it was agreed to speak with Sandy at a Select Board meeting, so all members could participate on May 2, 2018.
8. Tree Mitigation Finalize Signatures: Chair Morse reported speaking with School Committee and the Tree Warden regarding the trees marked for removal due to safety concerns. Tree Warden had visited and reviewed all marked trees with the National Grid Arborist and was in agreement with his recommendations as was the School Committee.
9. Executive Secretary Updates:
 - a. Ms. Boudreau discussed the change in the Animal Control's residence and whether he should continue his training. It was agreed that he continue training since he worked in town. Ms. Boudreau said she would attend a meeting of area towns to

collectively discuss the Animal Control Officer position since other towns were having problems finding a person to perform the service.

- b. Ms. Boudreau reported having contact with Franklin Regional Council of Governments consultant Joe Markarian who will be working on the Capital Improvement Plan through a grant from the Community Compact Program from the State.

10. Mail and Correspondence

Warrants FY18 W22, Payroll FY18 W21

Chair Morse invoked the Rule of Necessity to sign the Payroll Warrants as her husband is on the payroll.

Citizen Comments

Adjournment: Seeing no further business, Chair Morse made a motion to adjourn the Meeting at 9:40 p.m. The motion, seconded Member Sokol, was accepted. (2/0/1)


Janice Boudreau
Executive Secretary

Approval Date: May 2, 2018

Approved:


Jennifer Morse, Chair

Dennis May, Vice-Chair



Chuck Sokol, Select Board Member

Documents:

- Agenda 04-18-18
- Tree Mitigation Program
- Atlas PyroVision Entertainment Group, Inc. (4 pgs.)
- Employee Reimbursements (2 pgs.)
- FY 19 Warrant Draft (9 pgs.)
- Recommendation to Rowe Voters re: MTRSD Tuition Agreement (2 pgs)
- Tuition Agreement (2 pgs.)
- Agreement with Sansoucy for revaluation, assessment, consulting and expert witness with Rowe, Florida and Monroe
- All Boards/Committees Meeting Notice